**Technology Plan Cover Sheet**

**July 1, 2012 – June 30, 2015**

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| **ORGANIZATION INFORMATION** | |
| **District/Agency/School (legal name):** | **Prior Lake-savage area schools** |
| **District Number:** | **719** |
| **Technology Plan Status** | **The District/Agency/School has an approved 2012 technology bridge plan:**  **Yes X No □** |
| **2013-2015 Technology Plan Date of Creation:** | **05/30/12** |
| **Identified official with authority INFORMATION** | |
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| **TECHNOLOGY CONTACT INFORMATION** | |
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# **2013-15 Technology Plan Template**

1. **Technology Needs Assessment:** Describe the processes(s) used to determine the technology needs for the LEA for 2013-2015 and briefly summarize the needs that have been determined. Make sure to include any technology needs that will be supported through E-rate discounts, such as telephone, telecommunications access, Internet, and other E-rate eligible services.

The District Technology Committee has completed a needs assessment activity and has identified the following goals as essential in moving the District forward in regards to Information Technology. The goals are: Hardware/Infrastructure, Software, Training, 1:1 Initiatives/Mobile Devices, Support, and 21st Century Skills/Digital Literacy.

Also, the District Technology Committee distributed the Instructional Practices Survey created by the Minnesota Education Technology Task Force and the Minnesota Department of Education. The results of the survey can be found here:   
<http://goo.gl/uVcKz>

1. **Goals and Strategies:** List the specific goals and strategies for 2013-2015 that address how your LEA will use technology to deliver education and assist with school administration:

**Implementation Planning - Hardware/Infrastructure**

* Replacement Plan: We will strive to provide a five year replacement cycle for staff computers and student labs and laptop carts or iPad carts per the replacement schedule. This provides staff and students with updated computers including an updated operating system and an updated Microsoft Office program.
  + Obtain board approval of replacement plan and required funding. Evaluate and prioritize hardware/infrastructure needs.
* Wireless access: To provide mobility and internet access for a variety of wireless devices allowing staff and students to use district provided and personal wireless devices to access the internet.
  + Install more access points and maintain them for increased saturation. Look into filtering the amount of internet use allowed for certain applications (i.e. Facebook & Twitter VS. United Streaming & Moodle.)
  + Provide wireless printing were applicable.
* Cloud Computing: Move applications, services, and files to the cloud to allow for more centralized update, less use of the computer hard drives, and access from many devices and locations.
  + See what other districts are doing in regards to cloud computing. Investigate the possibility of hosting the cloud within the district and the requirements to do so.
* Printer Management: Centralize printer management to increase efficiency of paper and toner use, while allowing for more timely maintenance.
* New Technologies: Provide new technologies as they become available and are shown to be effective for student engagement, instruction and learning.

**Implementation Planning - Software**

* Staff development will continue to offer trainings on utilizing SMART Notebook and SMART Response in the classroom.
  + Allocate funds for SMART Response clickers or Smart Response VE for mobile devices.
* By 2012-2013 PLSAS staff will have access to a data warehouse which includes student data from state and local assessments (i.e. MCA, MAP, AIMSWeb).
  + Provide Staff with access to NWEA, MCA, MTAS, AimsWeb, and other data.
* PLSAS teachers will continue to integrate Web-based Applications into classrooms. (i.e. Google applications, Schoology, Moodle, Gaggle, keyboarding, Schoolwires, Youtube.)
* PLSAS teachers will increase proficiency in using Student Management systems to organize data and inform instruction (i.e. Skyward, Schoolwires, Outlook, SpEd Forms, AIMSWeb, NWEA.)
* PLSAS staff and students will have increased access to software products related to productivity (i.e. Word, Excel, Power Point, Publisher, and Publication Software.)
  + The district will explore moving to cloud-based applications.
* PLSAS will continue to provide updated computer operating systems software.
  + Explore updates to include: Windows 7, Windows 8, MAC OS Lion.
* Strive to provide innovative software solutions and applications as they become available and are needed.
  + The district will explore innovative web-based software solutions.

**Ongoing Professional Learning**

* Develop a more comprehensive approach and delivery of training.
  + Model training design after successful SMART Board integration. Training should address integration of the technology in addition to operation. Providing differentiation in training is necessary to reach all learning styles and skill levels.
* Provide technology training for ALL staff.
  + Provide release time for staff including paraprofessionals. Make the training relevant to audience based on position, level and specialty (i.e. grade levels, specialist areas, content areas, special ed.)
* Increase technology training position to full time.
  + Increase Media staffing to more fully support technology integration.
* Technology curriculum for students
  + If we know what students should know, then we know what teachers should know. Media curriculum for the secondary level as well.
* Plan for new staff member technology training.
  + Provide full or half-day training devoted to technology. Allow time for mentor/mentee technology training.
* Offer short, focused trainings on specific skills
  + Staff meetings, early release days, workshop days, after school classes
* Include technology sessions for teachers during a “Technology Summer Boot Camp” model.
  + Create incentives for staff participation in summer offerings by providing academic credit, to support future lane changes, or provide funding for paid training. CEUs could also be available.

**Equitable Access - 1:1 Initiatives/Mobile Devices**

* Change in school policy regarding “Bring Your Own Device.”
  + Establish clear expectations, guidelines and rules for use.
* Provide professional development to increase staff awareness and knowledge of uses for “Bring Your Own Device.”
  + Identify uses of devices and redefine instruction
* Provide access to 1 to 1 devices in classrooms on a limited basis.
  + Purchase and implementation of laptops, tablets and other mobile devices will increase computer lab availability.

**Technical Support**

* Improve communication about district wide technology failures or outages.
  + Develop a communication plan (phone tree) for alerting all schools about outage.
* Make the process of entering a SchoolDude ticket more user-friendly.
  + Separate Maintenance and IT - Train staff about how the SchoolDude process works and create a cheat sheet to support log-in.
* Increase technology staff support to decrease response time.
  + Obtain funds to run a help desk or increase staff.
* Increase performance and reliability of existing technology
  + Obtain software that will allow for routine maintenance to increase the performance of hardware.
* Provide ongoing training to technology support staff up to date with all technology.
  + Provide current training as necessary to equip field techs to effectively support existing, new and emerging technologies.

**Student-Centered Learning - 21st Century Skills**

* ISD 719 staff will promote an understanding of academic content by integrating 21st Century Skills in the Common Core Standards.
  + Integrate technology into group collaboration, (PBLs)
  + Provide professional development
  + Promote student centered learning
* Provide opportunities for students to gain experience in global environments

(i.e. work place environments, engaged communities, international student interaction)

* Actively promote Digital Citizenship among all stakeholders.
  + Examples include: digital access for all, digital commerce (legitimate and legal issues), digital communication, digital literacy, digital etiquette, digital law, digital health and wellness, digital security
* Students will develop critical thinking, problem solving and decision making skills.
  + Students will be provided opportunities to work in collaborative groups using a variety of technologies, solve real world problems, apply digital tools to collect, organize and analyze data.
* Every PLSAS student will experience an online or Hybrid class prior to graduation.
* Embed 21st Century skills in Technology and Media curriculum for K-12 grades.

1. **Professional Development Plan:** Describe the professional development strategies you have in place for 2013-2015 to ensure LEA staff are prepared to use the technology infrastructure, software programs, and online resources provided:

The following are technology-focused professional development courses offered throughout the 2012-2015 school years:

* Schoolwires Beginning Webpage Design
* Kids and Technology: Guiding Good Choices…
* SMART Board - Basics and Advanced
* Creating Videos/Tutorials using SMART Recorder and Movie Maker
* SMART Boards - Toolkit Training
* 101 Websites to Energize your Classroom!
* iPads for Educators

1. **Evaluation:** Explain the evaluation process for your technology plan for 2013-2015, including timeline, roles and responsibilities, and information gathered to assess how the technology plan goals and strategies are being met.

***Evaluation plan goes here***

1. **Optional Links:** Provide links to district strategic planning documents, survey instruments, policies, or other resources that were used to provide data and help prepare the technology plan.  
   <http://goo.gl/hkKGn>
2. **Link to Current Technology Plan**: Provide the link on the LEA website where the technology plan will be posted and updated throughout the planning period.  
   <http://goo.gl/GMryx>
3. **Children’s Internet Protection Act (CIPA)**This LEA has an Internet Safety/Acceptable Use Policy in place.

Yes No

If yes, please provide a link to access the policy at the LEA website.  
 <http://goo.gl/kZMt7>

This school district deploys an Internet filter to protect minors from material that is pornographic or otherwise harmful to them.

Yes No